

RESIDENTIAL CARE FACILITY ADMINISTRATORS BOARD OF EXAMINERS
MEETING

March 14, 2002

ROLL CALL: Verlene Kaiser, Chairman
Myron Higbee
Ken Madsen

ABSENT/EXCUSED: Elizabeth Hein-Drake
Jerry Sorensen

ALSO PRESENT: Rayola Jacobsen, Bureau Chief
Budd Hetrick, Deputy Bureau Chief
Roger Hales, Administrative Attorney

Chairman Kaiser called the meeting to order at 9:05a.m.

Myron Higbee moved to approve the minutes of the September 13, 2001 meeting as read.
Ken Madsen seconded the motion, motion carried.

Rayola Jacobsen was introduced to the Board and presented a legislative update.

Discussion was held on the examination curriculum and the examination for the Rules and Regulations for the Department of Health and Welfare. The Statewide Technical Committee is meeting on March 15, 2002 and the Residential care Administrators Rules may need to be changed following the Committee meeting. Also, to be addressed is the granting of a RCA license based upon a current, valid Idaho Nursing Home Administrators license.

Jerry Sorensen has not attended a Board meeting for two years and no one has been able to contact Mr. Sorensen. A letter is to be sent to the Idaho Assisted Living Association asking for a listing of names and addresses for those who might be interested in being appointed to the Board. Myron Higbee moved to request the Governor dismiss Jerry Sorensen due to lack of participation on the Board, once the list of names has been received from IDALA. Ken Madsen seconded the motion, motion carried.

Budd Hetrick presented the financial report showing a positive balance of \$57,810.65.

Mr. Hetrick distributed the investigative report showing one active complaint for 2002 and three open investigations from 2000 that are under investigation/legal review.

Candidate RCA 12-07-01 DMW requested reconsideration of the score from the January 2002 examination. Myron Higbee moved to send a letter stating the Board is unable to reconsider the examination score and that re-take procedures will have to be followed. Ken Madsen seconded the motion, motion carried.

Marilyn London, Office Specialist, met with the Board to explain the Nursing Home Administrators Administrator-in-Training program.

Marcy McGinty, Office Specialist, met with the Board to discuss continuing education. Myron Higbee moved to approve Continuing Education Credits for the Regional Governors Meeting for the actual hours given. Ken Madsen seconded the motion, motion carried.

NAB Conventions

June 12-14 in Providence RI. Ken Madsen moved that Verlene Kaiser is to attend the NAB Meeting in June with the Bureau paying reasonable expenses. Myron Higbee seconded the motion, motion carried.

The next NAB Convention will be in Anaheim in November 2002.

Discussion was held on the temporary permit and the emergency permit. The Board wants to limit the temporary permit to 90 days. The board would like the word "license" changed to "permit" in these paragraphs. The temporary permit is for those otherwise qualified but need the examination and if the test is failed they can get one more temporary permit only for a total of 180 days.

The Emergency permit is to be limited to 30 days with no renewal. A fee needs to be added for the Emergency permit. \$40 plus the \$25 Application fee.

The American College of Health Care Administrators Code of Ethics is to be included in the Rules.

The Board will propose a law change to remove provision allowing the automatic issuance of a Residential Care Administrator license based upon a current Nursing Home Administrators license.

The next meetings schedules are for May 16, 2002 and July 18, 2002.

Having no further business before them Ken Madsen moved to adjourn at 1:10p.m.